CACC MEETING MINUTES

COURT AUTOMATION COORDINATING COMMITTEE
A Subcommittee of the Commission on Technology

Thursday, May 21, 2015
10:00 AM - 12:00 PM

ARIZONA SUPREME COURT
1501 W. Washington
Phoenix, AZ 85007

MEMBERS PRESENT	MEMBERS ABSENT
Kip Anderson*	Cathy Clarich
Julie Dybas	Janie Randall
Donald Jacobson*	
Christopher Hale	
Phillip Knox	
Jeff Mangis*	
Rona Newton*	
Ron Overholt*	
Michael Pollard, *Chair*	
Paul Thomas*	

GUESTS	AOC STAFF
Jennifer Gilbertson*, *Phoenix Muni Court*	Stewart Bruner, *ITD*
Hon. James Hazel, *Apache Junction Muni*	Christine Olea, *ITD*
Lauren Lupica*, *Mesa Municipal Court*	Adele May, *ITD*
	Jim Price, *ITD*
	Renny Rapier, *ITD*

*** indicates appeared by telephone**

WELCOME AND OPENING REMARKS
Judge Michael Pollard, Chair, called the Court Automation Coordinating Committee (CACC) meeting to order promptly at 10:00 a.m. After taking a roll call to ensure that a quorum existed, the chair called members' attention to the minutes of the April 16 meeting.

MOTION: A motion was made and seconded to approve the minutes of the April 16, 2015 CACC meeting as written. The motion passed unanimously.

Staff then reminded members of the cancellation of the June CACC meeting on account of the conflict with the judicial conference. The decision was made not to require MindMap updates for June due to the cancelled meeting. The chair requested that Mesa Municipal Court host a demonstration of their new case management system (CMS) at the Court as one of the fall CACC meetings. Details will be worked out following their implementation.

REVIEW OF CHANGES TO MINDMAP THIS MONTH
Staff Member Stewart Bruner informed members of the changes to the MindMap made since last month, focusing on some Mesa tasks having past due dates, LJ AJACS, and new dates with a TBD for eUniversa. He also pointed out the addition of tasks with dates for eBench and eAccess this month. Stewart promised an update from Amy Wood about AZTurboCourt in July. Members were also provided with an updated strategic projects timeline.

PROJECT UPDATE: CASE MANAGEMENT SYSTEMS
Adele May, project manager of the limited jurisdiction (LJ) AJACS CMS, announced that Apache Junction Municipal Court is now live on the system with no AOC presence in the court. She recapped the various dates of the steps in the transition from AZTEC to AJACS at the court and the main challenges experienced along the way. Tucson will be included in the lessons learned meeting. Adele reviewed the final data conversion numbers and strategy employed. FARE cases were converted rather than being recalled and resubmitted. Old warrants are having to be rekeyed as they are dealt with, since Apache Junction Police Department had no list to audit against at conversion.

Judge James Hazel then shared his court's experience as the pilot adopters of the LJ CMS and representatives of future courts that will use the system. He described various paradigm changes and new processes the court has faced as a result of adoption. He has chosen to key information into the system himself as courtroom events happen. Adele and Judge Hazel answered members' questions about data conversion specifics and business process changes that have and have not been exercised so far in Apache Junction. The judge's conclusion was that the first few weeks are difficult, but when court personnel work as a team, everyone gets the hang of the new processes. He recommended against parallel processing in future implementations since it only delays the inevitable learning curve. In his estimation, to have a successful implementation court staff must learn to let go, trust the built-in workflow, and loosen their hold on case files. AJACS greatly improves customer service in many areas provided you work in the way it expects. Adele praised the "can-do" attitude of the judge and his staff throughout the entire pilot.

Adele informed members of a request by Green Valley Justice Court to delay their conversion/ implementation from June to July but she expressed confidence that the remaining Pima ACAP

LJ courts, Tucson, and even Prescott Consolidated can still be implemented by the end of the year. Data cleanup efforts continue and training is already getting underway for the Pima courts. In answer to a question, Adele reviewed her staffing level, the pooling of resources related to CMS support, and her current number of open positions.

PROJECT UPDATE: MESA CASE MANAGEMENT SYSTEM REPLACEMENT

Lauren Lupica, Mesa's CMS project manager, explained that the milestones that appear to be late are only a function of the date of the MindMap update. User acceptance testing is about to begin. Paul Thomas shared the FARE integration target of October 1, a date that supports the end of the current local contract on November 1. Most changeover activities will take place in October and be undertaken in a way that prevents an overload of contacts with court staff in Mesa as approximately 70,000 cases get entered into FARE. Members debated whether credit bureau reporting would continue to be done by FARE. Stewart promised to check with Christie Weigand and supply the answer. Paul reviewed Mesa's sequence of events during go-live weekend. Lauren added that a report of case details will be completed so data isn't lost when the mainframe goes away.

Chris Hale reported on an updated target of mid-July for installing a local copy of the AJACS application and local database for testing. In the meantime, Tucson continue to significantly reduce the number of cases subject to conversion. Tucson City Court is projecting an end of October implementation date.

PROJECT UPDATE: eACCESS, eBENCH, AND eUNIVERSA

Jim Price, product manager for eUniversa e-filing, reminded members of various project dependencies he has and described recent activities that have caused dates to change for e-filing with AJACS 3.9 at Yavapai Superior Court. He relayed a possible change in the timing of eBench deployment prior to the e-filing pilot in Yavapai that could hasten the start date. Stewart described all "e-applications" as resting on top of various other applications and repositories necessary for them to function. As a result, their dates fluctuate as changes occur with the projects on which they depend. Jim also shared that *nCourt*, the cloud-based payment processing solution, is now fully integrated with eUniversa but has not yet been tested on financial transactions. In response to a question, Renny Rapier speculated that further AJACS changes will need to be made as a result of e-filing testing with Yavapai. Any changes made will be deployed to all 13 GJ courts.

Pinch hitting for Eric Ciminski, product manager tor for eAccess and eBench, staff member Stewart Bruner described the specific milestones and planned dates for eAccess and eBench tasks that were added to the MindMap this month. Dates will now be updated monthly going forward. Members expressed their concern regarding loss of several long-term employees who supported general jurisdiction courts with AJACS.

POST-IMPLEMENTATION REPORT: AJACS 3.11 AT APACHE JUNCTION MUNICIPAL COURT

The Apache Junction post-implementation information was mixed with the LJ AJACS update delivered by Judge Hazel and Adele earlier in the meeting.

CACC REPORT FOR COT JUNE 5 MEETING
The chair requested members' input about a draft of the COT presentation that was circulated prior to the meeting. Members gravitated toward changes to the bullets about CMS resources and funding in the wake of AmCad's demise. Through discussion, members developed consensus language for staff to use as replacement text. Members also pointed out incorrect dates on two slides that detail future plans. Staff agreed to make the changes and provide the revised slide deck for COT.

ITEMS OF OLD OR NEW BUSINESS
No items of old or new business were presented.

The June meeting is cancelled as a result of the schedule conflict with the judicial conference. The next meeting will take place in Room 230 of the **State Courts Building** on **July 23, 2015 at 10 AM**.

The meeting adjourned at 11:40 a.m.